

Regular Meeting
Tuesday, June 30, 2009
9:00 am
Chowan County Public Safety Center
305 West Freemason Street

MINUTES

The Chowan County Board of Commissioners held a special meeting on Tuesday, June 30, 2009, at 9:00 am in the Chowan County Public Safety Center, 305 West Freemason Street, Edenton, NC.

Present, Chairman Eddy Goodwin, Vice Chairman Emmett Winborne, Commissioner Louis Belfield, Commissioner Kenny Goodwin, Commissioner Ralph Cole and Commissioner Keith Nixon. Staff Present: County Manager Peter Rascoe, Finance Officer Lisa Jones and Clerk to the Board Susanne Stallings.

Commissioner Jimmy Alligood was absent.

Chairman Eddy Goodwin called the meeting to order and led the group in the pledge.

Commissioner Cole then offered the invocation.

Finance Officer, Lisa Jones then presented the following Budget Amendments and Budget Transfers for the Board's consideration. She noted that this will balance the FY 08-09 budget.

County Manager, Peter Rascoe noted that this has never been done in Chowan County. He said that the County has never ended a fiscal year with a balanced budget.

Commissioner Cole suggested that the County Manager prepare a press release so that the public could be informed of this.

Chairman Eddy Goodwin commended staff of their hard work and efforts to get the County back on track.

Commissioner Nixon asked about budget amendment 2 b. He asked if the fees for scrap tires come to Chowan County.

Mr. Rascoe explained that the money goes to the State and then is given to the Counties. He added that Chowan County has one of the highest scrap tire collections because of Colony Tire.

Commissioner Belfield asked if the amendment for attorney fees would cover the remainder of the year.

Ms. Jones said the figure is based on their best estimates.

Mr. Rascoe said the attorney will work with the county on billing.

Commissioner Cole moved that the Board approve the following budget transfers and amendments.

Being no further discussion, Chairman Eddy Goodwin asked for all in favor, the motion carried unanimously (6-0).

Recommendations for Budget Amendments

The following FY 2008-09 Budget Amendments are recommended to close out FY 2008-09 with a balanced budget.

a.	3986 Gen Fund	\$7,805	Decrease contribution from Fire Fund to General Fund due to reduced expense for fire inspectors pay for FY 08-09
	4331 Fire Insp.	\$7,805	Decrease pt. time salary and FICA expense for Fire Inspectors pay less than projected/budgeted
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b.	3471 Solid Waste	\$32,372	Increase NC DENR scrap tire grant for scrap tire disposal costs-grant amounts received Sept 08, March 09 and April 09
	4710 Solid Waste	\$32,372	Increase scrap tire grant distribution for expenses to Albemarle Regional Solid Waste Authority for scrap tire disposal costs.
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c.	3471 Solid Waste	\$5,031	Increase NC DENR white goods grant for white goods disposal costs received May 09
	4710 Solid Waste	\$5,031	Increase white goods grant for expenses to Albemarle Regional Solid Waste Authority for white goods disposal costs.
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d.	3495 Gov 1 on 1	\$2,063	Decrease Govs 1 on 1 grant revenue
	4951 Gov 1 on 1	\$2,063	Decrease contracted services-salaries and fringe benefits for grant employee position ended on 5/29/09
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e.	3839 TDA	\$3,000	Increase Music and Water Festival program revenue for festival held 06/19&20/09 revenue received March-June 2009
	8180 TDA	\$3,000	Increase Music and Water Festival expenses to cover costs of festival expenses, covered by revenue received during festival.
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Recommendations for Budget Transfers

a.	4110 Gov Body	<u>\$500</u>	Decrease telephone and postage for cost savings from fax line cancellations..
	4120 Admin	<u>\$500</u>	Increase telephone and postage to cover expenses for required mailings.
b.	4270 911	\$5,000	Decrease overtime line item (cost savings)
		<u>\$2,500</u>	Decrease part-time salaries line item (cost savings)
		\$7,500	
	4150 Legal	<u>\$7,500</u>	Increase legal services for Twiford Law Firm invoices For May & June 09
c.	4240 Maint.	\$4,573	Decrease Maintenance part time salary (cost savings)
		\$ 33	Decrease FICA line item (cost savings)
	4180 Reg of Deeds	<u>\$2,000</u>	Decrease part-time salary line item (cost savings)
		\$6,606	
	4190 Land Records	\$5,907	Increase salary line item for Land Records Director Vacation pay out for June 30 retirement.
		\$ 418	Increase FICA line item for vacation payout
		<u>\$ 281</u>	Increase retirement contribution line item for vacation payout.
		\$6,606	
d.	4140 Tax	<u>\$1,000</u>	Decrease Tax Department advertising expenditure
	4210 IT	<u>\$1,000</u>	Increase telephone and postage to cover ITS invoices for email accounts (May & June)
e.	4249 Maint.	<u>\$8,012</u>	Decrease utility expense for DF Walker/Recreation utility cost savings in Spring 09
	4331 Safety	\$7,236	Increase salary line item for Safety Director vacation payout for June 30 retirement.
		\$ 422	Increase FICA line item for vacation payout
		<u>\$ 354</u>	Increase retirement contribution line item for vacation payout.
		\$8,012	
f.	4240 Maint.	<u>\$2,000</u>	Decrease Maintenance part-time salary (cost savings)
	4360 Coroner	<u>\$2,000</u>	Increase expense for Medical Examiner invoices through June 2009 for investigations and autopsies.

g.	8300 Cent. Services	<u>\$4,875</u>	Decrease Senior Center Nutrition Grant match due to FY 08-09 cost savings.
	6120 ALC	<u>\$4,875</u>	Increase contribution from General Fund to ALC for building operations and debt service requirements per lease agreement.

Proposed Revised Meeting Schedule

Chairman Eddy Goodwin noted the attached recommended revision to the 2009 meeting schedule of the Board of Commissioners. He noted the revised schedule includes an additional special meeting of the Finance Committee (Full Board) on July 30th to meet with the Auditor on the FY 2008-09 Budget. He noted the additional change to the original meeting schedule includes a revision of the regular and special meeting locations to be held at the Chowan County Public Safety Center, for the remainder of 2009.

Commissioner Belfield moved that the Board approve the revised 2009 meeting schedule as submitted.

Chairman Eddy Goodwin noted that the Board will begin planning and working on a 5 year strategic plan which will involve input from the Board and staff.

Being no further discussion, Chairman Eddy Goodwin asked for all in favor, the motion carried unanimously (6-0).

Mr. Rascoe shared the following updates:

- The finance officer will be on vacation at the July meeting. He said he will present four recommended budget amendments to the Board.
- He noted that he will provide the press with information to publish on the early payment discount for taxes and will publish information in the newsletter and on the County's website.
- He stated that he will begin monitoring cash flow very closely in hopes that the public begins paying the taxes early.

Being no further business, Commissioner Belfield moved that the meeting be adjourned. Chairman Eddy Goodwin asked for all in favor, the motion carried unanimously (6-0).

Eddy Goodwin
Chairman

L. Susanne Stallings
Clerk to the Board

